

CINT

The Center for Integrated Nanotechnologies

Nanomaterials

Integration

A U.S. DOE Nanoscale Science Research Center

Proposal Process Preparation Checklist

This checklist is intended to help you collect the information and data you will need to make sure your proposal submission is complete, thorough and will not be subjected to delays either administratively or scientifically. The CINT Proposal process consists of completing an online form and selecting options to upload files containing detailed descriptions of your proposed research. We encourage you to establish contact with CINT staff while you are developing your proposal, and to consider their suggestions whenever it is appropriate.

INFORMATION YOU WILL NEED FOR PROPOSAL SUBMISSION:

What CATEGORY of proposal do you plan to submit?

- ☐ Non-Proprietary (most common)
- ☐ Proprietary

What KIND of proposal are you planning to submit?

- ☐ This is a new proposal
- ☐ This is a Renewal proposal (you will be asked to input the previous proposal number for the project that you are submitting for renewal)

Descriptive title:

Name of CINT staff member you have been in contact with regarding this proposal (if any):

The following information is required to be provided for the proposal originator, project leader, primary researcher and all co-researchers identified on a proposal submission:

- ☐ Full Name and title
- ☐ Affiliation Name and full address
- ☐ Affiliation Type
- ☐ Telephone numbers
- ☐ Country of Birth
- ☐ Citizenship(s)
- ☐ Email Address (where you will submit and access your proposal)

Pertinent Information to be provided and provided in relationship to your proposal:

___ Contracts Office information; full name, address, email & phone (***Contract information is needed for ALL institutions associated with your proposal including Co-proposers and co-researchers***)

___ Funding Sources for your proposal (both Proprietary and Non-Proprietary)

___ Environmental Safety & Health Issues regarding your proposal

Proposal Information:

___ Brief Abstract (200 words suggested)

___ What is the expected significance of this project and its impact on the field?
(Typically 200 - 400 words.)

___ State the Science problem/question to be investigated (Typically 200 - 400 words)

___ Identify the Lead CINT Scientist you plan to work with and any support CINT Scientists.

___ Motivation and Background (Typically 200 - 400 words.)

___ Work to be done at CINT; Please be specific (Typically 200 - 400 words)

___ Expected Impact (typically 200 words)

Figures/Pictures/Attachments – pdf only

___ All graphics can be uploaded through the attachments tab. All graphics should be put in to a pdf to upload.

___ A pdf version of your entire proposal with graphics can be uploaded on the attachments tab